

## **Accessing The WorkSource Services**

Customers come to any of The WorkSource offices –thirty-six in thirteen counties- for services to help them find a job, keep a job, or get a better job. Computers, fax machines, telephones, copiers, self-paced tutorials, and basic job search seminars are available to everyone. Customers can use these resources by themselves or with the help of The WorkSource counselors. Bilingual staff in several languages are available to help customers who need this service. The WorkSource provides interpreters at no cost to the customer when our own staff can't help.

A customer must complete a work application before The WorkSource Employment Counselors will send him to interview with businesses posting jobs in The WorkSource data base. In order to receive in depth services such as career testing, help with managing job search, and planning a career, a customer must register with The WorkSource. Registration requires a customer to be eligible to work in the United States. There are no other restrictions on immigrants using The WorkSource services.

The WorkSource can provide scholarships for education and financial aid for child care, transportation and other work-related expenses. To receive financial aid, a customer must apply for it by registering with The WorkSource and providing evidence of financial need.

Many services are also available online (without registration) at [www.theworksource.org](http://www.theworksource.org). The website can be accessed in English, Spanish, and by using AltaVista, a number of other languages.

## **About the WorkSource**

The WorkSource helps area businesses find human resource solutions and residents build careers in a 13-county area including Austin, Brazoria, Chambers, Colorado, Fort Bend, Galveston, Harris, Liberty, Matagorda, Montgomery, Walker, Waller and Wharton counties, and the City of Houston.

## **Contact for Rebecca Leppala**

Senior Workforce Planner  
Houston-Galveston Area Council  
P.O. Box 22777  
3555 Timmons  
Houston, TX 77227-2777  
(713) 993-2444  
[rebecca.leppala@h-gac.com](mailto:rebecca.leppala@h-gac.com)

## **Outline of Presentation**

- 1. Overview of The WorkSource**
- 2. Resident Services at The WorkSource**
- 3. Accessing The WorkSource Services**